

GOVERNMENT OF THE DISTRICT OF COLUMBIA

OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF TAX AND REVENUE



NOTICE OF REDEMPTION REQUIREMENTS

July 11, 2002

Name
Address
City, State, Zip

RE: Square _____ Lot _____

Dear Property Owner:

Our records indicate that you recently made payment on the above real property tax account for this property. However, the payment may be insufficient to redeem the real property. Also, there may be other taxes due on your real property.

Redeeming Your Real Property

In order to redeem the real property and prevent a tax sale purchaser from foreclosing upon your right of redemption, you must:

1. Pay any current or outstanding taxes on the property. These outstanding taxes may include one or more of the following: Real Property Tax, Special Assessment, Clean City Fee, Water and Sewer Assessment, and Business Improvement District (BID) tax.
2. Pay any pre-complaint purchaser expenses and/or any after-complaint purchaser expenses.
 - *Pre-complaint* purchaser expenses are fixed fees incurred before the filing of a complaint for foreclosure. These expenses typically consist of a title search fee and will be included on your real property tax bill.
 - *After-complaint* purchaser expenses are all fees incurred to bring the foreclosure suit, including the initial title search fee. Your real property is liable for these expenses if you have not redeemed before the complaint is filed.

Determining Your Property Taxes

To determine whether there are additional taxes due on your real property, please visit our Web site at www.dc.gov and follow these eight steps:

1. Click on "Taxpayer Services" in the left margin menu.
2. Click on "Real Property Taxes."
3. Click on "Real Property Tax Database Search."
4. Click on "Search Real Property Assessment Database."
5. Enter the four digit **square** and four digit **lot** information listed at the top of this notice (including any zeroes), and press enter.
6. Click on the underlined **square** and **lot** number that appears.
7. Once the information on your real property appears, scroll down to the bottom of the page.
8. Click on the "View Tax Info" button. If the screen shows a zero balance, you have paid all taxes in full. Nevertheless, you may owe after-complaint purchaser expenses incurred by the purchaser to foreclose your right of redemption. You should know if you owe these expenses because if a complaint was in fact filed against you, you should have been already served with a lawsuit.

Pre-Complaint and After-Complaint Purchaser Expenses

The amount of allowable *pre-complaint* purchaser expenses is fixed (*i.e.* capped) at \$322. This amount will be included on your real property tax bill. If the "View Tax Info" screen reflects a zero balance for your real property taxes, you already paid the pre-complaint purchaser expenses.

However, if a complaint to foreclose your right of redemption was filed before you made full-payment of all taxes, please contact the purchaser's attorney directly for the after-complaint purchaser expenses amount. This amount must be paid before your real property can be considered as redeemed. If you are liable for these expenses, be sure that the purchaser's attorney credits you with the pre-complaint purchaser expenses you already paid.

If a complaint was filed against you in court and you had already redeemed the real property, you must contact the purchaser's attorney to inform him of the following:

1. That the real property was redeemed before the complaint was filed; and,
2. That you do not owe any after-complaint purchaser expenses.

You May Contact Us

If you have questions concerning this notice, would like to request a bill for any outstanding taxes, or do not have Internet access, please contact Connice Hogue, manager, Tax Sale Unit, at (202) 442-6748.